

SCHEDULE OF WORK  
 PROGRAMME REGISTRATION, COURSE REGISTRATION, FINAL EXAMINATION,  
 FINAL EXAMINATION RESULT AND CONFERMENT APPLICATION  
 SEMESTER II SESSION 2022/2023\*  
 POSTGRADUATE PROGRAMME BY COURSE WORK / MIXED MODE / RESEARCH

BIL	EVENT	TYPE	PERIOD (TIME)	DATE	ACTION
1	New student registration Semester II Session 2022/2023 (Local Students)		1 day	13 March 2023	Faculty / PPS / PTM / Bursary / PKU / Registrar / International Office / Students
2	New student registration Semester II Session 2022/2023 (International Students)		1 day	14 March 2023	Faculty / PPS / PTM / Bursary / PKU / Registrar / International Office / Students
3	<p>Program Registration and / or Course for Student with Special Case Semester II Session 2022/2023</p> <p><b>a) In this period only programme and / or course registration for student with status Daftar Semula (DS), Kedudukan Bersyarat (KS), Tangguh Pengajian (TP) and those undergoing Latihan Mengajar (LM) will be processed</b></p> <p><b>b) Students with status Daftar Semula that DO NOT REGISTER THE PROGRAMME at the specific date, without acceptable reason from university, therefore the admission offer is automatically void</b></p>		2 days	15 – 16 March 2023	Faculty / Bursary / PPS / PTM / Students
4	Closing date for submission of thesis draft for tuition fee exemption for Semester II Session 2022/2023 (Research)			8 March 2023	Faculty / Bursary / PPS / PTM / Students

BIL	EVENT	TYPE	PERIOD (TIME)	DATE	ACTION
5	<p>The closing date of Course Pre-Registration Semester II Session 2022/2023</p> <p><b>After this period, student will be charged fine registration which is:</b></p> <p><b>i) A fine according to the rate of RM50 per course and an additional RM5 per day subject to a maximum of RM500</b></p> <p><b>ii) The application that due after the fine registration period without a reasonable excuse will be fined RM100 for one course subject to a maximum of RM500.</b></p>		The last working day before the new semester begin	11 March 2023 (06 – 11 March 2023)	Faculty / PPS / PTM / Bursary / Students
6	Application for changing Program of Study / Mode of Study / Status of Study (Full Time / Part Time)		Within 2 weeks from the date of programme registration	13 – 30 March 2023	Faculty / PPS / Students
7	Closing date for Program Registration and / or Courses for New Students (Course Work/Mixed-Mode)		The last working day of week 2	30 March 2023	Faculty / Bursary / PPS / PTM / Students
8	<b>LECTURE (Part One) SEMESTER II SESSION 2022/2023</b>		5 weeks (Week 1st until week 5)	19 March – 20 April 2023	Faculty / PPS / Students
9	<p>Senior student makes course correction for Semester II Session 2022/2023</p> <p><b>a) During this period, the Senior Student can add courses to the list of previous registration; drop courses from a list of previous registration; correct the course code register, add and/or delete status UK, HW, HS and HWUK</b></p> <p><b>b) Section correction</b></p>		<p>a) 2 weeks (Until the last date of working day week 2)</p> <p>b) 2 weeks (Until the last date of working day week 2)</p>	<p>19 – 30 March 2023</p> <p>19 – 30 March 2023</p>	Faculty / PPS / PTM / Students

BIL	EVENT	TYPE	PERIOD (TIME)	DATE	ACTION
10	<p>Student with status Deferment of Semester [Tangguh Pengajian (TP)] Semester II Session 2022/2023</p> <p><b>Deferment of the current semester in the first (1) week to the seventh (7) week will be charged half of the full fee</b></p> <p><b>Deferment of the current semester after the seventh (7) week will be charged the full fee</b></p>		7 weeks (Week 1 until the last day of working day week 7)	19 March – 03 May 2023	Faculty / PPS / Students
11	<p>CGS issued a list of student that does not register the course for Semester II Session 2022/2023 to faculty for review and action</p> <p><b>Students who fail to register for a course before the second (2) week of the current semester can be terminated from studies</b></p>		Week 3	03 April 2023	PPS / Faculty / Students
12	<p>Students fill in the Progress Report in SMAP Online</p> <p><b>The system will be opened until July 13<sup>th</sup>, 2023 at 12.00 pm</b></p>		15 weeks (Week 3 until week 17)	02 April – 13 July 2023	Faculty / Students
13	<p>Student with status Course Withdrawal [Tarik Diri (TD)] Semester II Session 2022/2023</p> <p><b>After the deadline, the application passed the period of Course Withdrawal [Tarik Diri (TD)] will be fined RM50 for one course subject to a maximum of RM500</b></p>		3 weeks (Week 7 until the last day of working day week 9)	30 April – 18 May 2023	Faculty / PPS / Students
14	<b>MID SEMESTER BREAK SEMESTER II SESSION 2022/2023</b>		1 week (Week 6)	23 – 29 April 2023	Students
15	<b>LECTURE (Part Two) SEMESTER II SESSION 2022/2023</b>		9 weeks (Week 7 until week 15)	30 April – 28 June 2023	PPS / Faculty / Students

BIL	EVENT	TYPE	PERIOD (TIME)	DATE	ACTION
16	Students print the Official Course Registration Slip for Semester II Session 2022/2023 for Final Examination		3 weeks (Week 10 until week 12)	21 May – 08 June 2023	Students
17	Closing date for Program Registration and / or Courses for New Students (Research)		The last working day of week 13	15 June 2023	Faculty / Bursary / PPS / PTM / Students
18	Final Exam Schedule (Draft) Semester II Session 2022/2023 distributed  <i>Faculty/students are requested to check the schedule, if there are changes/overlaps please inform CGS until 25 June 2023</i>		3 weeks before Final Examination	18 June 2023	Faculty / PPS / Students
19	Final Exam Schedule (Official) Semester II Session 2022/2023 distributed		2 weeks before Final Examination	28 June 2023	Faculty / PPS / Students
20	<b>REVISION WEEKS SEMESTER II SESSION 2022/2023</b>		1 week (Week 16)	02 – 08 July 2023	Students
21	<b>FINAL EXAMINATION SEMESTER II SESSION 2022/2023</b>		3 weeks (Week 17 until week 19)	09 – 27 July 2023	Faculty / PPS / Students
22	Examination Result Announcement  <i>(Examination results is issued through the SMAP Online)</i>			05 September 2023	PPS / PTM / Students

BIL	EVENT	TYPE	PERIOD (TIME)	DATE	ACTION
23	<p>Pre-Registration Course Semester I Session 2023/2024</p> <p><b>Registration is done by students through the SMAP online and students are required to print the course registration slip.</b></p> <p><b>Students need to get a signature of an academic Advisor/Supervisor on the slip and submit one copy of the course registration slip to the Faculty</b></p>		5 weeks	05 September – 05 October 2023	PPS / Faculty / PTM / Students
24	Closing date for submission of thesis draft for tuition fee exemption for Semester I Session 2023/2024 (Research)			21 September 2023	Faculty / Bursary / PPS / PTM / Students
25	<b>END OF SEMESTER BREAK SEMESTER II SESSION 2022/2023</b>		11 weeks	28 July – 14 October 2023	Students

**NOTE :**

\* The date specified shall be subject to amendment from time to time.

Provided by :-  
**Centre for Graduate Studies**  
**Universiti Tun Hussein Onn Malaysia**  
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